



South Carolina Department of Insurance

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To: All Insurers Licensed to Transact Insurance Business within the State of South Carolina, All licensed Insurance Agencies, All Resident and Nonresident Persons Qualified and/or Licensed as an Insurance Producer in the State of South Carolina, All Licensing Vendors, and All Other Interested Parties

From: Individual Licensing and Education Division South Carolina Department of Insurance

Subject: Producer Address Changes, Licensing, Appointment, and Termination - Computer compatibility and Authorized NIPR Vendors

Date: July 1, 2004

This memorandum will serve as a follow up to the Department's earlier notices issued May 8, 2004 and reminder notice posted on our website June 25, 2004 regarding the captioned subject. As announced earlier, effective July 15, 2004, entities that submit individual licensing applications to the South Carolina Department of Insurance for licensure, appointment or termination of a producer must comply with the following requirements:

Producer Licensing and Address Change: Entities who process ten or more applications annually for resident producer licensure must use the Department's On-line SCDOI CONNECT. All address changes must be completed on-line using SCDOI CONNECT.

Producer Appointments: Entities who process 25 or more appointment transactions annually must complete these transactions on-line through NIPR. Amended appointments must also be processed through NIPR.

Producer Terminations: Entities who process 25 or more termination transactions annually must complete these transactions on-line through NIPR.

As most insurers are aware, in order to process appointments, terminations, and nonresident licensing activities, the insurers or its processing vendor must have the computer capability to communicate with the National Insurance Producer Registry's (NIPR) computer system. If not compatible, an insurer may have to utilize the services of NIPR authorized vendor. To find out what method is best to use for an insurer or interested party, contact NIPR first. If it is determined that the use of a vendor is more appropriate to use, then refer to NIPR's authorized vendors listed below.

NIPR Contact: (816) 783-8468 niprinquiry@naic.org

Authorized NIPR Vendors:

American Education Systems, LC
www.amedsys.com
800-775-6339

Cumberland Licensing Corporation
www.cumberland-licensing.com
401-333-4805

Kennedy Licensing Service
www.kennedylicensing.com
214-855-0737 x11

APAC Customer Services
www.apaccustomerservices.com
800-822-2722 x2979

innovative IT solutions
www.innovativeit.com
877-876-4459

nomoreforms
www.nomoreforms.com
800-686-8279

BISYS
www.bisyslicensing.com
800-428-0465

Insurance Licensing Services of America
www.licensing4insurance.com
254-729-8002

www.cratchit.com
215-258-5217

CT Insurance Services
www.ctinsuranceadvantage.com
866-236-4149

Questions concerning this memorandum should be directed to the Office of Individual Licensing and Education Division at 803-737-6095, or by e-mail at: AgntMail@doi.state.sc.us